

Maine Educational Opportunity Association
Executive Committee Meeting
October 14, 2011
Poly-com 2:00 - 4:00

Roll Call:

Jess Berry
Elyse Pratt-Ronco
Angela Theriault
Shawn Graham
Aubrey Seppa Hodgkins
Margaret Irving
Daniel Barton
Gail Minchello
Kathleen Haggerty

Call to Order

Motion to approve agenda made by: Elyse
Seconded: Jess
All in favor, no abstentions

Secretary's Report

-The next NEOA board meeting is in November not January.
-Motion to accept September 2011 Executive Committee Meeting Minutes (with changed date): made by Shawn
Seconded: Angela
All in favor, no abstentions

Treasurer's Report

-Changes were emailed to everyone. No expenses this month other than board travel.
-Jess thinks that we will be able to actually vote at the MEEOA meeting.
-Jess hasn't heard about the \$400 from Dave yet that we budgeted. Jess is going to double check with Dave to find out when we can expect the receipts.
-Budget for the conference is now \$5900.

President's Report

-Members of Congress are back in their districts until the 24th. COE is encouraging people to set appointments to meet with them. COE has talking points. They would like to have as much action with that as possible. It went out on the NEOA listserv. Jess will re-forward it.
-Policy Seminar nominations- we probably want to move on those quicker this year than in the past.
-Shawn is going to take over the policy seminar nominations. Elyse will send him all of the forms from last year and a time line that will need to be amended.
-COE wants to be used as a resource.

Conference

-Things are still in process. The board recommendations were well received. Alan Parks and Karen Keim had an idea to have a President's Reception for the campus presidents with a panel. It would include just presidents who have TRiO programs on our campus.

- How many colleges have a TRiO program? It would be a small number. Maybe that in combination with an alumni reception? Karen and Alan offered to take the reins.
- Keynote- Chancellor Patenode and others- create a panel. Chris Turner wants to know if we want to pool questions ahead of time? People should have enough questions, but some prepared questions might be good.
- Workshop proposals are still needed. October 28th is the first round and the back up date is going to be announced soon (mid November). They are working to make personal connections with people to get interest.

Membership

- Margaret has updated the forms and talked with Casey about putting it on the website. Margaret would like information about the payment system.
- Angela says that we need to decide as a committee if we want to tie to membership to the conference so that people can do them at the same time. The only problem is that with the conference moved to a later date, there is a period of time when no one is a member.
- We should send out the membership registration ahead of time, but realistically people will probably not do it until the conference.
- Angela and Margaret will need to be in close contact because the checks go to Angela and the forms to Margaret. Right now checks from the system are not identified with people's names.
- Angela is okay with getting the forms and organizing everything and doing the money end of Membership. Last year Angela kept track of everything on a spread sheet.
- All conference registration and membership forms will go to USM and they will send the money to Angela with information about who the money is from and what goes where. USM can make notes on the checks that they send
- Sometimes we don't receive payment for months after the conference, so we will need to be diligent about followup.
- Gear Up will be taken off of the membership form because they are no longer funded.
- A line in the membership form about advocating for more money needs to be removed as well because we cannot lobby for money.

Nominations and Elections

- We need to start thinking about this committee. At the conference we need to recruit new people for next year's board. That is usually the President Elect that chairs that committee with the membership chair. Shawn and Margaret will need to recruit prior to the conference.
- We don't know how long Dori will be serving on the committee.

Alumni

- Registering on the NEOA website
- Elyse did research for a MEEOA Alumni campaign. Do we want to do a campaign with SWAG? It will cost about \$500 for notepads. We could also do color posters pretty inexpensively for people's offices.
- Do we want to roll it out at MEEOA? Yes, at the conference.
- Where would the money come from? Our printing budget is devoted to the Yearbook. At this point, we won't spend any money on the campaign.
- Elyse will make page for the conference booklet to promote the campaign.

Old Business

-NEOA State Initiative Grants -There is a glitch with the system, so there is no date right now for when it will be due.

-The MEEOA website is being updated by Casey right now.

-Don't give up on the Op Eds. The email Jess is going to send from COE also has this information in it.

-At UMFK there is now one person who is going to write something once a month. They are going to prepare one piece each month (decide at a staff meeting) and then send it out. Shawn is going to send an email to the listserv to tell about this best practice.

-On Course- Alan has secured Skip Downing for May 7-10 (no deposit needed). This is finals week on some campuses. Angela is concerned that their faculty won't be able to go and many wanted to. Jess doesn't think there is any flexibility with the date.

-Alan is working with the hotel to see about a deposit. The Black Bear can't accommodate, so he is working on other hotels. All the prices are roughly in the range of the Black Bear, but the conference room rentals are still up in the air.

Motion to adjourn by Shawn

Seconded: Elyse

All in favor, no abstentions.